

SECRET

DD/S&T#612-72

29 FEB 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : OSA Executive Officer/Comptroller

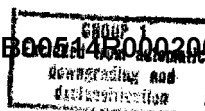
1. Over the past three plus years the organizational structure of the Office of Special Activities has undergone many changes. In numerous instances personnel have had to "double in brass" on certain functions to maintain the required functional coverage. Projects have been added and deleted and the personnel ceiling has undergone drastic reductions. Expediency has been the governing factor in the duties and responsibilities that have been assigned to positions and the incumbents thereof and thus in the course of events the nature of these positions has evolved into something different than that which was originally envisioned or intended.

2. The position currently titled Comptroller and internally referred to as Executive Officer/Comptroller is a position that has undergone an evolution in its functional emphasis particularly in the past number of months. Originally there were two positions, Executive Officer and Comptroller. The Executive Officer position was deleted in an earlier ceiling reduction and the Comptroller assumed both responsibilities. Events have overtaken the circumstances that existed at the time of the above conversion of this position, however, and I am now relying on the incumbent more and more in the functional area that is encompassed by the title of Executive Officer and less and less on those skills which are normally attributed to one filling the position of Comptroller. Consequently, I now am of the conviction that this Office would be better served if the position now encumbered by were filled

25X1A

DD/S&T
FILE COPY

SECRET



SECRET

SUBJECT: OSA Executive Officer/Comptroller

by an officer who has had program and functional responsibility
in OSA activities. With your concurrence I plan to assign
[redacted] to this position and therefore
request the reassignment of [redacted] as soon as you can
conveniently do so.

For: (Signed) [redacted]

Donald H. Steining
Acting Deputy Director
for
Science and Technology

Distribution:

O&1-Add
2-Registry/S&T
2- AS/DD/S&T

SECRET